

MINUTES
TRANSPORTATION ASSET MANAGEMENT COUNCIL
March 5, 2005
Aeronautics Building
Lansing, Michigan

Meeting noticed in accordance with Open Meetings Act, Public Act 267 of 1976.

Present

Carmine Palombo, Chairman
Tom Wieczorek, Vice Chairman
Eric Swanson, Member
Susan Mortel, Member
Steve Warren, Member
Frank Kelley, Commission Advisor

David Bee, Member
Jerry Richards, Member
Bill McEntee, Member
Kirk Steudle, Member
Robert Slattery, Member

Absent

Howard Heidemann, Member

Staff Present

Rick Lilly, Bureau of Transportation Planning
Ron Vibbert, Bureau of Transportation Planning
Stacey Schafer, Bureau of Transportation Planning
Rob Surber, Center for Geographic Information

Call to order

The meeting was called to order at 1:03 PM

[Approval of February 2, 2005 Minutes- Rick Lilly](#)

There were a few corrections to the February Minutes. First, under those members that were present Howard Heidemann's name needs to be added in. Also, motions need to be stated clearly so that there is no question on what the motion was exactly. **The motion is to approve the February 2, 2005 Minutes as corrected. Mr. Wieczorek moved for approval, Mr. Slattery supported. The minutes were approved as corrected**

Correspondence and Announcements- Rick Lilly

Certificates were presented to Sheryl Holcomb, Marneta Griffin, Cory Johnson, Brad Winkler, Kami Brown, Chan Singh, Pat Allen, Gil Chesbro, Ron Vibbert, and Stacey Schafer for their outstanding contributions to the Asset Management Council. Rick Lilly was also recognized for his outstanding contributions to the Asset Management Council.

Agency Reports

Mr. Steudle was in Illinois this last week at the Transportation Highway Engineering Conference. He gave a presentation on Michigan's efforts and the Asset Management Council. Some brochures were handed out and everyone was very interested in its contents. This coming month Mr. Steudle will be doing a presentation at the World Bank.

Mr. Warren attended the first training session on the new and improved RoadSoft 6.0. Mr. Warren indicated that it was a good opportunity to get to know the different functions of this new version and its new enhancements. There are a number of RoadSoft training classes that are going to be coming up.

Every year in the middle of March the County Road Association of Michigan holds its annual Legislative meeting, which is held in Lansing (March 15-17 at the Holiday Inn South). Mr. Warren and Mr. McEntee will be doing a presentation to the CRAM Asset Management Advisory Committee. They will be informing them of the different things that are going on within the Council. Mr. Warren and Mr. McEntee will also be giving presentations on Council activities to the CRAM Board of Directors and to the general assembly. They hope to be able to report on some of the results of the data collection.

Mr. Steudle informed the Council that the 6th National Asset Management Conference is going to be November 8-10th in Kansas City. They are looking for one page abstracts from people that have an issue that they would like to make a presentation on. They are due by the end of March, and there is more information on the TRB website.

Mr. Palombo spoke about putting together a calendar that will showcase the different training programs and conferences that are going on around the state. Staff will develop such a calendar.

There is going to be an announcement for a pooled fund study. This is typically coordinated by Federal Highway and it is usually for the state DOT's where we put money together and jointly fund studies. In this case it's going to be for training opportunities around the Asset Management Conference.. When this notice comes out it will be presented to the Council for further discussion.

Committee Report:

1. Administrative & Education

The contract with Cambridge Systematics to rewrite the National guide on asset management was approved by Commission Audit. The final language is being reviewed by Finance. It will then go on the Ad Board agenda for approval on March 15th. It is the hope of the committee that by April 1st we can have everything underway.

The agreement with the National Center for Pavement Preservation is done and we will be setting up those classes in the near future. The Midwest Regional

University Transportation Center contract is also taken care of and we hope to have it completed within the next six months.

Pilot Studies; Ad-Board is looking at Region 4's pilot along with Battle Creek because both these would be in excess of \$25. Region 9 and CUPPAD have both been signed. Washtenaw is adding to their contract, and St. Clair has been resubmitted and is waiting on their scoring.

We are proposing to spend \$953.73 on printing 5000 brochures that will be used for upcoming training sessions. **The motion is not to exceed \$1000 to print off 5000 more brochures. This was motioned was made by Mr. Wieczorek and supported by Mr. Slattery. The motion carried.**

The committee also talked about moving the Asset Management meeting locations. The April meeting will be located at the Aeronautics Building and the May meeting is scheduled to take place in Ionia.

2. Data Management

The committee has been developing an internet-based reporting system that will allow communities to submit to the Council. Capital Preventive Maintenance activities that they are undertaking. This will be discussed later on in the meeting.

The 2004 PASER ratings will be discussed later on in the meeting. There was a concern about some significant decisions that need to be made about the 2006 data collection effort in June of this year. This need to be addressed at the next couple of meetings.

3. Strategic Analysis

The committee discussed the explanation of what we mean when we use the term "statewide strategy". The primary purpose was to discuss where to go with the statewide strategy. It was also discussed that we put together a team to evaluate the technical feasibility of using our resources (RoadSoft and RQFS). The team would be composed of people representing RQFS and RoadSoft. They would be responsible for figuring out the technical feasibility to determine if one of those programs (a modification or a hybrid of the two) couldn't be put together to achieve what it is that we have identified. The Strategic Committee is recommending that this team be pulled together and meet some time next week. The Strategic Committee expects them to come to a consensus amongst our group that we could move forward with developing that technical capability here in Michigan. The intent would be for Strategic Analysis Committee to meet with the technical committee after a couple of days of discussion to hear from them. It's important that we move forward with this as quickly as possible, as we get into the third year Data Collection the expectation is that we are going to be able to develop some initial statements about a Statewide Strategy. **The Motion is that the Council authorize the creation of this subcommittee and that Mr. Warren and Mrs. Mortel be appointed as the liaisons between the Council**

and the subgroup. Mr. Steudle indicated that a letter be transmitted to the group inviting them to participate, being signed by the chairman. The motion was made by Mr. Warren and supported by Mr. Richards. The motion carried.

Monthly Report- Rick Lilly

Mr. Lilly sent out a copy of the Monthly Report to all the Council Members for their viewing. **A Motion to approve the Monthly Report was made by Mr. Wieczorek and supported by Mr. Richards, the Monthly Report was approved.**

Update on Data Collection

Gil Chesbro gave a presentation on the 2004 Data Collection. **Mr. Wieczorek motioned to begin the 2005 Data Collection process following the format that we laid out last year. Mr. Slattery supported the motion. The motion carried.**

Update on Internet-Based Reporting Process- Rob Surber

Rob Surber showed the Council what had been done on the Internet-Based Reporting Process. This is not a completed process, but it is underway. Demonstrations will take place at the CRAM March meeting, the MML March meeting and the Michigan Transportation Planning Association directors meeting to receive feedback from potential users.

Report on Follow-up Meetings with Regional Planning Agencies- Rick Lilly

Rick Lilly gave an overview on the follow-up meetings that he held with several regional planning agencies. Everyone thought that things went much better then last year, particularly the use of the MDOT staff. There was a great cooperation between the counties and the state, much more collaboration then the year before. Some suggestions that were heard were that they want refresher courses on the laptop data collection, more hands-on experience and the training that we have right now does not give them this type of experience.

Printing of Additional Brochures- Rick Lilly

See Administrative & Education Committee report above.

Discussion of Use of Contractors

The Council has taken position in the past that if cities want contractors to ride along and do the data collection, we will pay them, but only at a rate of the city personnel people. Mr. Lilly asked the Council if the were going to continue to pick up for the cost of paying contractors as well as training? Mr. Warren said that we should pay the community and not the contractor. Then the contractor would get paid by the community. The Council's goal is to get more agencies together, as apposed to relying on contractors.

Public Comments

There was no public comment

Adjournment

The meeting was adjourned at 3:50 PM